

## Employment Benefits

Eligible employees will receive health, life, dental and flexible spending benefits the first of the month following 30 days from their date of hire.

### **Local Government Center**

[www.nhlgc.org](http://www.nhlgc.org) 800-852-3358

Health, Dental, Flexible Spending account, Life, Health & Fitness.

#### **Health Insurance:**

The Town provides several health insurance options to choose from depending on employee group. Plans include: BlueChoice POS (Point of Service Plan), and Matthew Thornton HMO. Eligible employees may enroll in one of the available plans.

Employee contributions to Town Health Insurance offerings vary. Check with Human Resources for more details. The Town of Exeter offers domestic partner benefits through the LGC.

#### **Life Insurance:**

Each full-time employee receives a life insurance benefit as follows:

Hourly Employees - \$25,000 basic life coverage

Salaried Employees - Equal to 1x base salary, not to exceed \$50,000

Employees may elect to have dependent coverage (for both spouse and dependent children) through a payroll deduction of \$1.02 per month, regardless of the number of dependents. Coverages are as follows:

Spousal coverage - \$5,000

Children under 6 months - \$1,000

Children over 6 months - \$2,000

#### **Dental Insurance:**

The Town offers dental insurance to all full-time employees through Northeast Delta Dental ([www.nedelta.com](http://www.nedelta.com)) and pays 100% of the monthly premium for all single, 2-person and family enrollees.

## **TOWN LEAVE BENEFITS**

**Vacation Leave:** Full-time employees are entitled to annual leave with full pay, on the basis of the following schedule:

Completion of: Fire Police DPW/Town Office Salaried Non-Union Dept Managers

6 months 80 hours

1 year 48 hours 40 hours 40 hours 40 hours

2 years 96 hours 80 hours 80 hours 80 hours

3 years 105 hours

5 years 144 hours 105 hours 105 hours 105 hours

10 years 160 hours 140 hours 160 hours 160 hours

15 years 192 hours 160 hours 200 hours

20 years 240 hours

25 years 200 hours 200 hours

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These schedules are subject to change, based on updates to the Town of Exeter's Personnel Plan and other collective bargaining agreements.

**Sick Leave:** Full-time employees of the Town earn 1.5 sick days per month (18 days per year). Sick time begins accruing on your first day of employment, however employees cannot use their accumulated sick time until they have completed at least six months of continuous employment.

Year-round part-time employees who work a minimum average of 20 hours per week are eligible for pro-rated sick leave.

Carry-over of sick time is allowed, up to a maximum of 105 days.

**Personal Leave:** All full-time employees are given 3 days off with pay, available January of each year. Personal days are to be used in good faith for personal business that cannot be accomplished during normal working hours. Personal days are pro-rated based upon date of hire (If hired in first third of year = 3 days at hire; second third of year = 2 days at hire; final third of year = 1 day at hire) and are earned on January 1st thereafter. Carry-over of personal days is not allowed.

**Holiday Leave:** Full-time employees are eligible for holiday leave with pay for the following Town recognized holidays.

- New Year's Day
- Civil Rights Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving Day
- Christmas
- Uniformed Police and Fire employees receive holiday pay in accordance with the provisions of the prevailing bargaining agreements.

## **New Hampshire Retirement System**

[www.nhrs.org](http://www.nhrs.org)

800-600-0158

Retirement system for Group 1 Employees and Group 2 Police and Fire.

New Hampshire Retirement System: All new full-time employees must join the New Hampshire Retirement System. The employee and the Town both contribute a percentage to the employee's fund, all based upon rates provided by the New Hampshire Retirement System. Employees who retire are entitled to a pension allowance dependent upon wages and years of service.

Current employee contribution rates are as follows:

Group I : Employees 7%

Group II: Police 11.55% & Fire 11.80%

Group I members contribute to Social Security, while Group II members do not.

Deferred Compensation (457 Plans): The Town offers two deferred compensation programs (457 plans) through ING and PFPOPE to help plan for your retirement. Although full-time employees are required to join the NH Retirement System, participation in additional deferred compensation programs are voluntary and there is no

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contribution from the Town.

### **Primex**

[www.nhprimex.org](http://www.nhprimex.org) 800-698-2364

Risk management (Workers Compensation, Property Liability, unemployment)

A variety of additional insurances and benefits are offered that are separate from the Town and require you to contact each company directly; premiums may be paid through weekly payroll deductions for these benefits. Please contact Human Resources for further information.

For more information on any of the items above contact Human Resources at 603-418-6405 or e-mail: dcisewski [at] town [dot] exeter [dot] nh [dot] us

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